

## Trouble?

If you have AOL Internet Explorer, and your information disappears when you submit your entry form, **try this:**

► Minimize AOL, switch to Microsoft Internet Explorer and access the page again – or install Netscape Navigator 3 or higher. You might prefer to file on paper or to e-file through a tax preparer;

If you have JavaScript errors, **try this:**

► Enter your return on a computer that uses Windows 9x or Windows NT. *Before upgrading from Windows 3.x to Windows 9x, consult an expert, or you might damage your software.* You may also upgrade to a more current version of the browser, or try another browser entirely.

If you do not get a confirmation number as a Windows 9x user in two minutes or less, **try this:**

► Use Netscape Navigator 3 or higher, file on paper, or e-file through a tax preparer. The confirmation number ensures that your return has been filed.

### Still Can't Fix it?

Call: (505)827-0832, or e-mail us at [TRD-NMWebFile@state.nm.us](mailto:TRD-NMWebFile@state.nm.us)

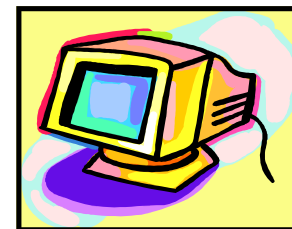


New Mexico Taxation & Revenue Department

Joseph Montoya Building  
1100 St. Francis Drive  
Santa Fe, NM 87505

Phone: (505) 827-0832  
E-mail: [TRD-NMWebFile@state.nm.us](mailto:TRD-NMWebFile@state.nm.us)  
Internet: [www.tax.newmexico.gov](http://www.tax.newmexico.gov)

New Mexico Taxation & Revenue Department



**File Your  
CRS-1  
Forms  
Online!**

Easily, Quickly, Efficiently

[www.tax.newmexico.gov](http://www.tax.newmexico.gov)

## Accessing the CRS Program

Before you begin, you must register for online filing. Please go to the web page, [www.tax.newmexico.gov](http://www.tax.newmexico.gov), and click on "Online Services".

## Who May File Electronically?

You may file electronically if you are a monthly, quarterly or semiannual CRS filer, and if you have *any* amount to file, even zero.

You may **not** file online if you: are a 13-month filer; report under special rate codes S or T; file an amended return; report early for a tax period still in progress, or claim a business tax credit.

***SOFTWARE: Browsers must support JavaScript— Netscape Navigator 3.0 or higher, Microsoft Internet Explorer 3.0 or higher.***

**See back panel for contact information.**

## Deadlines

Deadlines: the same as if filing by land mail when you are not a special-payment-method taxpayer owing an average of \$25,000 per month. Com-



It's the 25th? Allow enough time for CyberCash to clear your credit card!

plete the online transaction, including any credit card payment approval, on the 25th of the month immediately after the tax period for which you are reporting. When the 25th falls on a weekend or holiday, the deadline is the next business day.

## Security!

Our online system uses the industry-standard Secure Sockets Layer (SSL) to protect your information. We do not record your credit card number. *If you forget your password, please click on the "Forgotten Password Help" button and follow the instructions. A new password will be e-mailed to you.*

**A**s a business owner with so little time to do so much, you will be glad to know that you can file your CRS-1 forms online (gross receipts, compensating, withholding, governmental gross receipts, interstate telecommunications gross receipts, and leased vehicle gross receipts taxes, and the leased vehicle surcharge), reduce calculation errors and save your staff some time too. As we know, time is money.



Save time by filing your CRS-1 form online.

The Taxation and Revenue Department has an electronic system\*

you can use to file your CRS-1 forms 24 hours a day, seven days a week, and to pay CRS taxes by credit card\*\*, electronic check, and automated clearinghouse (ACH).

## Here's how...

**\* Filing online means you will no longer receive a preprinted CRS-1 Filer's Kit twice a year in the mail. You can find everything you need on the net at [www.tax.newmexico.gov](http://www.tax.newmexico.gov). \*\*There is a 2.49% convenience fee on the amount you pay by credit card, but no additional fee for payment by electronic check.**

New Mexico Taxation & Revenue  
Department

Joseph Montoya Building  
1100 St. Francis Drive  
Santa Fe, NM 87505  
Phone: (505) 827-0832  
E-mail: [TRD-NMWebFile@state.nm.us](mailto:TRD-NMWebFile@state.nm.us)  
Internet: [www.tax.newmexico.gov](http://www.tax.newmexico.gov)